

**COLDEN FIRE DISTRICT**  
**Board of Fire Commissioners**

**Minutes – May 9, 2023**

**ATTENDEES:** Chair Ronald Smith  
Vice-Chair Jeffrey Shelley  
Commissioner Gloria Marinaccio  
Commissioner Jan A. Jarecki  
Treasurer/Secretary Michael Schneider

Chairman Smith opened the Colden Fire District’s regular meeting at 7:00 PM, led the Pledge of Allegiance & Moment of Silence for our servicemen and First Responders; thanked everyone for attending.

**Roll Call and Affirmation of Quorum:** Yes

**Public Attendance:** Charles Hall, Douglas Hyde, David Stromecki, Alyssa Cole, Christine Sudyn, Gerald Pietraszek

**1. Approval of Minutes from Previous Meetings -** Approval of Minutes (Regular Meeting April 11, 2023) Commissioner Marinaccio made a motion to approve the Minutes as printed and Commissioner Shelley seconded the motion. Smith-Yea, Marinaccio-Yea, Abraham-Excused, Shelley-Yea, Jarecki-Yea, Motion Approved

**2. Approval of Financial Actions for the Month of April 2023**

- a. Approval of Treasurer’s Report (Monthly Financial Report) as of May 1, 2023
- b. Funds Received

<b>Agency</b>	<b>Credit Description</b>	<b>Funds</b>	<b>Year</b>
State Ins. Fund	Dividend	\$247.89	2023
State Ins. Fund	Dividend	8,290.73	2023

## c. Approval of Bills Ratification of District Accounts Payable for the month

Year Funds Obligated	Claim Number	Date	Description of Transaction	Cost	Account Line
2023	3159	5/1/2023	National Fuel (District Office & Sta 2)	\$397.63	A3410.413
2023	3160	5/1/2023	Charter Communications (Internet)	\$ 129.99	A3410.430
2023	3161	5/9/2023	Zoll Medical Corp (Batteries & Electrodes)	\$ 697.46	A3410.22
2023	3162	5/9/2023	Witmer Public Safety (Wye and Safety Vests)	\$ 3,016.62	A3410.20
2023	3163	5/9/2023	Brian Sudyn (Travel FF Seminar Series)	\$ 275.10	A3410.405
2023	3164	5/9/2023	NYSEG (District Office)	\$ 75.39	A3410.412
2023	3165	5/9/2023	Cardmamber Service (USPS Stamps)	\$ 126.00	A3410.401
<b>Total</b>				<b>\$ 4,718.19</b>	

## d. Fire District Assets: as of May 1, 2023

\$ 124.34	M&T Checking Account (1)
74,171.85	M&T Checking Account (2)
2,062.00	PayPal
327,616.55	M&T General Fund Savings
26,925.05	Capital Reserve Account –Repair Res. (Matures: 10/18/23)
699,859.75	Capital Reserve Account – Apparatus (Matures: 04/18/24)
30,424.70	Capital Reserve Account – ISO
16,621.73	Capital Reserve Account – Unrestricted
77,411.67	Capital Reserve Account –SCBA/PPE(Matures: 11/1/23)
<u>3,125.55</u>	Capital Reserve Account – Morale (Matures: 06/28/23)
\$1,258,343.19	Total Monetary Assets

Commissioner Shelley made a motion to approve and ordered the Treasurer to complete the above listed financial actions and Commissioner Jarecki seconded the motion. Smith-Yea, Marinaccio-Yea, Abraham-Excused, Shelley-Yea, Jarecki-Yea, Motion Approved

**3. Correspondence and communications received:**

- a. Letter sent to resigned member concerning the garage opener and class A uniform. Colden 9 reported that the Door opener has been returned and Class A uniform in Station 1 closet.
- b. Invitation from Penflex for a cocktail party April 27, 2023 in Indianapolis, gave to Commissioner Smith.
- c. Note from Dave Stromecki stating that he will be able to attend our May meeting. He addressed the two (2) discussion questions we had from our April Meeting, with more information to come.
- d. Sent Dave Stromecki copies of Insurance Claims he requested.

- e. Mailed Standard Day form RS2417-A to NYSLRS in Albany
- f. Retirement Plan Advice Strategy Review for CFD from Nationwide
- g. Letter from Cambridge requesting Client Information update
- h. Request from NYSLRS to review the payroll information from 2022
- i. Letter from NYSIF giving the District the insurance claim number for a 2022 incident.
- j. Letter from NYSIF concerning information on the Newsletter received for the files
- k. Message from Michael Chelus, District's Attorney, stating that he answered the request from the District's Treasurer to the District's Auditor concerning any possible lawsuits against the CFD.
- l. Message from Michael Chelus, District's Attorney, answering Commissioner Smith's questions about building security possibilities
- m. Letter from Brown & Stromecki containing their annual Governmental Insurance Disclosure
- n. Grainger Safety & Health Catalogue, gave to Colden 9
- o. Copy of the CFD Financial Audit for year 2022 was distributed to all Commissioners.
- p. Oriental Trading Catalogue given to Colden 9-2
- q. Certificate of Liability Insurance from EC Department of Law
- r. Received the CFD Financial Records back from the Accountant
- s. Baudville Pride and Accomplishment catalogue. Gave to Chief 9-2
- t. Letter from Cardmember Service stating that Colden 9's Credit Card is on its way.
- u. Letter from the IRS stating that our correspondence of January 9, 2023 was sufficient and no further action was required on our account. I guess we wore them out.
- v. Letter of Resignation received from a CFC Member

#### 4. Committee Reports

- Personnel, Insurance, Service Award Committee – Nationwide Statement for April 2023 indicated an Employer Discretionary Withdrawal of \$6,700.00, the normal monthly benefits paid. An analysis of the District's Nationwide account:

\$ 752,343.68	Opening Value on 01/01/2023
00	Contribution to be made in June 2023
26,663.05	2023 Investment Gain to April 30, 2023
(27,020.00)	Pensions paid out through April 30, 2023
<u>\$ 751,986.73</u>	Total Account Value on 04/30/2023

Additional Program Expenses:

- |            |  |
|------------|--|
| \$1,894.17 | Nationwide Advisory Fees to Date for 2023      |
| \$2,471.18 | Jan 1, 2023 to Dec 31, 2023 FireFly Admin Fees |
- Expense Ratio AmFds Bd Fd Am R6 change from .20% to .22%
  - DFA Emrg Mkt Cor Eq Inst Exp. Ratio from 0.39% to 0.40%
  - DFA Gibl RealEst Sec Inst Exp. Ratio from .34% to .32%

- Maintenance of Buildings and Apparatus, Driver Certification, Communications Committee – With 129 days into the 2023 year the District spent \$3,641.45 from A3410.420 on repairs.
  - Eng. 2 No Thermal Imaging on board (Apr Insp) (Comm. Shelley)
  - Eng. 2 Three (3) SCBA Masks for four (4) SCBAs (Apr Insp) (Comm. Shelley)
  - Rescue 7 – One Pelican light is just blinking (Apr Insp) (recharging to see if it works???)
  - Rescue 7 – Water Level Indicator light not working (Apr Insp) Checked and was working
  - Eng. 1 – A light is out on the light bar (Apr Insp) (Gorman problem)

Commissioner Shelley is working on a chart to place in Station 1 & 2 bays to list items on the vehicles that are known problems, but still the vehicle legally safe. Waiting to be fixed or it is too costly to fix.

- Executive Board Committee – Next meeting will be held on June 5, 2023
- Training Committee – (Shelley, Smith, Colden 9-1 [Firematics] & Colden 9-3 [EMS]) Training Schedule for this coming month:
  - May 15, 2023 – EMS Lucas Chest Compression Device
  - May 22, 2023 – Truck Clean up, prep for parade/Mill St Weight Limit
  - May 29, 2023 – Memorial Day Parade (Colden & West Falls)
  - Jun 12, 2023 – Drafting and Water Flow

- Standard Operating Guideline (SOG) Committee – Review of the first six (6) EMS SOGs completed: There are some that pertain to higher level than basic. These items were determined to remain in case the District moves up to the higher level services again.
- Medical Readiness – Four (4) physicals still need to be completed and one OSHA still to be completed. These items need to be accomplished by the end of May 2023 or the individuals will not be allowed to respond until completed
- Privacy Officer – One (1) PCR requested, but it was not on an official request form. Request given to the District’s Attorney who agreed, but after some discussion it was given to the individual.

**5. Fire Company Readiness**

Personnel	Authorized	Beginning Strength	Gains for Month	Losses for Month	Ending Strength	Percent
Firefighters	37	13	2	1	14	38%
EMS	11	5	0	0	5	45%
Fire Police	10	8	0	0	8	80%
Total	58	26	2	1	27	47%

Non Deployable Status	
Medical/OSHA	3
Extended Leave	0

Medical (Physicals)		
Scheduled	Completed	Medical %
27	23	85%

Deployable Firefighters (24/27) %		89%		Average Age (26 Members)		59.43 Y O A
Equipment	Authorized	On Hand	Equipment Percentage	Mission Capable		Readiness Percentage
				FMC	NMC	
Engine 1	1	1	100%	1	0	
Engine 2	1	1	100%	1	0	
Engine 3	1	1	100%	1	0	
Tanker 5	1	1	100%	1	0	
Rescue 7	1	1	100%	1	0	
Ambulance 8	1	1	100%	1	0	
<b>Overall</b>	6	6	100%	6	0	<b>100%</b>

Training Status	Strength	Firefighter One	In-House Training	EMT	Fire Police	Percent
Firefighters	13	11	2	0	0	87%
EMS	5	0	0	5	0	100%
Fire Police	8	0	2	0	6	83%
Total	26	11	4	5	6	86%

<b>Number of Fire Responses</b>	<b>2</b>
<b>Number of EMS Responses</b>	<b>16</b>
<b>Total for the Month of Apr 2023</b>	<b>18</b>

<b>2023 Total Responses</b>
<b>101</b>

**Recruitment Activities for Month:** Advertised on both Fire Company Marquees, and sponsored the Boy Scout bottle return drive, Colden Concerts 2023 and BOLO Food Distribution. A recruitment table will be set up at all public functions that the Colden Fire Company is involved.

a. Fire Chief:

Call/Drill sign-in sheets for April 2023 have been received.

Support of Special Events: May 12, 23 – Eng. to Holland Tulip Fest  
 May 14, 23 – Chicken BBQ  
 May 20, 23 – EMS/Company Picnic at Sta. #1  
 May 21, 23 – Council Breakfast in Boston #2  
 May 29, 23 – Memorial Day Parade W. Falls

b. EMS Chief: Looking for a new Colden 9-3. Current 9-3 is about to sell his house and expects to submit a resignation in July 2023. Expecting to get approval for basics to use jell airways. District is in talks with Boston, who also runs ESO for reporting in order to work together in coordinating information

c. Safety Officer: No Report

d. President of the Auxiliary: No Report

e. Fire Police: No Report

f. President of the Fire Company: CFC Station #1 will have an energy audit undertaken on Thursday May 18, 2023

**Resolution # 2023- 050 – Application for Membership to the Fire Company/District: Christine Sudyn**

**WHEREAS**, the Fire District has received an application from the Colden Fire Company for appointment of Christine Sudyn to said Company as a Volunteer; and

**WHEREAS**, the application has been reviewed and recommended by Fire Chief Brian Sudyn;

**WHEREAS**, Assistant Fire Chief James DePasquale submitted Christine’s name for his back ground check and it came back passed

Commissioner Shelley made a motion to Accept Christine Sudyn as a Member to the CFC and Commissioner Jarecki seconded the motion. Smith-Yea, Marinaccio-Yea, Abraham-Excused, Shelley-Yea, Jarecki-Yea, Motion Approved

**NOW, THEREFORE, be it RESOLVED** that Christine Sudyn is hereby appointed as a Volunteer Member of the Colden Fire Company. Christine will need to pass a Firefighters physical, read the SOGs and complete OSHA Training.

**Resolution # 2023- 051 – Application for Membership to the Fire Company/District: Alyssa Cole**

**WHEREAS**, the Fire District has received an application from the Colden Fire Company for appointment of Alyssa Cole to said Company as a Volunteer; and

**WHEREAS**, the application has been reviewed and recommended by Fire Chief Brian Sudyn;

**WHEREAS**, Assistant Fire Chief James DePasquale submitted Alyssa’s name for his back ground check and it came back passed

Commissioner Shelley made a motion to accept Alyssa Cole as a Member to the CFC and Commissioner Jarecki seconded the motion. Smith-Yea, Marinaccio-Yea, Abraham-Excused, Shelley-Yea, Jarecki-Yea, Motion Approved

**NOW, THEREFORE, be it RESOLVED** that Alyssa Cole is hereby appointed as a Volunteer Member of the Colden Fire Company. Alyssa will need to pass a Firefighters physical, read the SOGs and complete OSHA Training.

**Resolution # 2023-052 – Resignation from the Fire Company/District,  
Charles Kramer**

**WHEREAS**, Volunteer Firefighter Charles Kramer submitted a letter of Resignation (requesting Exempt Status effective May 1, 2023) dated April 26, 2023 to Gerald Pietraszek and,

**WHEREAS**, a discussion took place with Chief Sudyn; and

**WHEREAS**, All CFD Equipment was returned May 1, 2023; and

**WHEREAS**, David Stromecki has been informed to notify the LOSAP coordinators; and

Commissioner Marinaccio made a motion to accept Charles Kramer's resignation effective May 1, 2023 as a Member to the CFC and Commissioner Shelley seconded the motion. Smith-Yea, Marinaccio-Yea, Abraham-Excused, Shelley-Yea, Jarecki-Yea, Motion Approved

**NOW THEREFORE, be it RESOLVED**, that this Board of Fire Commissioners officially removes Charles Kramer from the active roles of the Fire Company as a Member in good standing with an effective date of January 14, 2023.

**6. Purchase Requests (Equipment / Services):** No purchases requested

**7. Unfinished Business:**

1. Equipment defects that need to be addressed:

- Ambulance was weight tested for a balance study of the vehicle. Information was gathered and sent to tech support who returned with the answer that the ambulance may be too light by 4000 pounds for the liquid shocks. Still looking for a better answer.
- Antenna needed for marquee at Station 2 (part order and replaced District will receive an invoice soon) Works intermittently, still watching as of January Mtg. Antenna replaced by one in stock but, the upper two (2) panels on the board are still only working intermittently.
- South wall on District Office needs to be weather proofed (\$150.00)
- Recommended Under Coating Engine 1 and 3 (Waiting on Town Board approval)
- Rescue 7 Broke Flashlight # 103 (Bulb broken) (checking with a different light)
- Rescue 7 Two (2) portable radio chargers inop. (can order if desired???)
- Eng. 1 Pike Poll missing (Mar Insp) (Will take off Eng. 2)



**Gorman Problems:**

- Engine 3 Low fuel light came on while gage reading full (Gorman Problem)
- Eng. 3 Deck Gun is difficult to move (Gorman problem)
- Eng. 3 Shore line ejector not ejecting power line
- Eng. 3 white marker light on rear driver side not working
- Eng. 2 Something about Light on Tank Full Broke, Pump Panel (Mar Insp)
- Eng. 2 Rt. Side lower body lights Inop (Mar Insp)

Items on **Comm. Shelley's List:**

- Eng. 2 Missing an SCBA (one broke and Eng. 2 will be cannibalized as needed)
- Eng. 2 Missing a Radio Charger (4 Radios and 3 Chargers) One radio went to an EMT with a charger and another charger broke
- Eng. 2 Missing the Submersible Pump (Put on Eng.3) (Comm. Shelley Working a list of known ongoing items)

2. CFC VP Jim Walter will contact the Town Hall for a list of new people who recently moved into the Town and send them an invitation to join the Fire Company

3. CFC is working on an information sheet to be given to new members about the workings or Who is Who of the Fire Company

4. Chief would like to go to the Chiefs Convention at Turning Stone to look into grant writers and what they offer. Looking at about \$400.00 but District needs a list of those who are going. (Verona, NY Trip Mileage: 374 miles X \$0.655=\$244.97 Plus Tolls and then food \$44.25 per person). Received the information flyer at May's Meeting, convention goers will attend June 14, 2023. Waiting on the list of individuals going. Five slots are available.

5. How should the District invest the LOSAP funds for 2023? Many larger firms are switching to a defensive position in their actions e.g. Slowly laying off lower level employees and Manager Assistants, closing stores etc. Some of the current District funds are in the form of treasury notes. The treasury notes are going up every month. Dave Stromecki needs to be consulted about his thoughts. Before sending in the new LOSAP payments we need to rethink our strategy and place the funds in something safer that pays better than last year. Currently the treasury notes are paying around 5% and with the government trying to control the inflation problem they are raising the treasury rates. Many commentators feel the Feds are trying to cause a recession since they acted too slowly toward inflation. Last year the District's strategy in investment has led to a (\$145,563.29) loss. This year at the end of March 2023, we are at a \$23,304.60 gain in our investment account. One would think that our investment advisors would have notified the District that our conservative investing practice of the past was not conservative any more with inflation in the mix. Bonds loss value when interest rates go up. The LOSAP Program is mostly Bonds. The District is too slow, meeting only once a month, in order to change our investments and

that is where we are paying advisors all that money. *(Answer from Dave Stromecki April 13, 2023: the funds are being managed by Wilshire through Nationwide. I have had discussions with them today and I will follow up with you with more details).* News as of May 2, 2023 reported three major bank failures and takeovers with more to come???. The District and the US Common Folk saw 15 years of free money from the Federal Reserve and then unannounced they jumped the cost of money up 5% to 6% and more in less than 12 months. The question is why didn't our advisors inform the District?? What are we paying them for, just a cheese, glossy advertisement that has our name on it pretending that is good advice???. There seems to be a basic rule on investing in bonds that then interest rates are low bond prices are higher, with the reverse being true???. At May Meeting: David Stromecki is looking into sending the Commissioners new risk surveys and is there a safe place to park money (that earns interest) until ready to invest again. He also passed out copies of Nationwide's CFD Portfolio Performance and Underlying Fund Target Allocations.

6. New Assessment Program CFC VP Walter requested: Since the District received its first installment for this new program there is a need to receive a report as to more specifics e.g. is this program what was expected, who is trained up to tasks, has anything been implemented as of today??

7. Colden 9 request to have an accepted member position where a person can join and be involved in training, paperwork etc. without attending any calls and staying away from the hazardous portions of training.

8. Colden Fire EMS is looking into working with Catholic Health to complete the annual EMS Competency Evaluations and other EMS training matters. Need to look into how this will affect the current recertification training and if we would get another Medical Director?

## 8. New Business:

**Discussion item # 1** – April 2023 request to withdraw \$38,000.00 from Savings to Checking did not happen due to the late decision to withhold our LOSAP payment until we get some further information and assurances. During the April 2023 month the District received a Nationwide Advertisement/Strategy Review and a Client Information review from Cambridge.

**Discussion item # 2** – Just a note: under the new Government CDs in our three accounts for the first quarter 2023 the District earned \$5,617.08 in interest. More than the District earned in total over the past 10-Years. It should be interesting ow long the Government can afford to pay out that much interest. Our decision is keeping up with inflation it appears.

**Discussion item # 3 – Resolution # 2023-053 – Accept the 2022 Annual Financial Audit;** Audit results received and distributed to each Commissioner on Wednesday May 3, 2023. Did not appear to contain any derogatory remarks. Report submitted to NYS Comptroller’s Office electronically. Questioned one entry which was about the LOSAP loss being posted year. Our request was to add the words “unrealized loss” since the District did not cash it in yet. Audit filed with the Town of Colden and in the District Office.

Commissioner Shelley made a motion to Accept the Independent Auditors Financial Audit on the CFD Financial Records and Commissioner Jarecki seconded the motion. Smith-Yea, Marinaccio-Yea, Abraham-Excused, Shelley-Yea, Jarecki-Yea, Motion Approved

**Discussion item # 4 – Resolution # 2023-054 – Matter of adopting Actuarial Assumptions for the CFD LOSAP:** Current LOSAP plan document states that lump sum benefits (payable in instances of death and disability) are to be calculated using the same actuarial assumptions and parameters used to calculate the funding contribution. This presents a problem if those assumptions change, which would inadvertently impact the amount payable to participants/beneficiaries. FireFly is proposing separating those two (2) functions, which is common practice in defined benefit plans. *(Added by Dave Stromecki April 13, 2023: this has to deal with the actuarial assumptions when there is a lump sum paid out due to disability or death. Firefly is asking that this be changed to allow them to use static Actuarial Equivalence Assumptions so that the different forms of payments can be consistent and uniform. If you would like to hold off on this, I spoke with Tony Hill and he is happy to come out and meet with the Board. Let me know if you would like this and I will arrange this for you).*

WHEREAS the Fire District is the sponsor of a Defined Benefit Length of Service Award Programs (“LOSAP”) on behalf of the Colden Fire Company in accordance with Article 11-A of the New York State General Municipal Law (GML);

WHEREAS the annual contribution due to the Trust Fund is calculated by the actuary retained by the Fire District, which is currently Firefly Admin Inc.;

WHEREAS the actuary uses certain assumptions in the calculations; namely, an assumed investment rate of return and a mortality assumption;

WHEREAS past administrative practice has been that the actuarial assumptions used when calculating lump-sum benefits payable at entitlement, death, and disability are the same as the assumptions used to calculate the annual cost of the LOSAP;

WHEREAS when the actuary determines that a change in one or more of the actuarial assumptions is necessary, these changes then impact the calculation of lump-sum benefits, which can cause delays and other undesired consequences in the calculation and distribution of benefits;

WHEREAS there is no requirement in the General Municipal Law that mandates how actuarial equivalent benefits are to be calculated, but just that different forms of payment are to be actuarially equivalent;

WHEREAS it is generally a common administrative practice in the administration of defined benefit plans for a sponsor to adopt a specific set of Actuarial Equivalence Assumptions so that conversion between different forms of payment can be consistent and uniform regardless of changes in other factors that might require the change in actuarial assumptions for determining the annual contribution;

WHEREAS Firefly Admin Inc. is recommending that the Board adopt static Actuarial Equivalence Assumptions; and

WHEREAS the Board desires to facilitate consistent and timely administration and payment of benefits owed to participants and their beneficiaries;

Commissioner Shelley made a motion to accept Firefly Admin Inc. recommended resolution on actuarial Equivalence Assumptions and Commissioner Jarecki seconded the motion. Smith-Yea, Marinaccio-Yea, Abraham-Excused, Shelley-Yea, Jarecki-Yea, Motion Approved

NOW, THEREFORE BE IT RESOLVED, that the Board of Fire Commissioners hereby adopts the following Actuarial Equivalence Assumptions effective January 1, 2023 for the calculation of any benefit that is to be calculated on an actuarial equivalent basis:

- Interest rate: 4.50%
- Pre-entitlement age mortality table: None
- Post-entitlement age mortality table: RP-2014 Healthy Annuitant Male, no Projection

BE IT FURTHER RESOLVED, that a copy of this resolution shall be attached to the LOSAP Plan Document and provided to Firefly Admin Inc. for the future administration of the LOSAP effective January 1, 2023.

**Discussion item # 5** – A letter of thanks should be sent to the Colden Town Board thanking them for the opportunity to purchase a Chest Compression System to do sustained CPR plus the four (4) year service agreement. Chiefs will attend April's Town board meeting to express their thanks personally. Completed in person.

**Discussion item # 6** – Fire Company is looking into changing the leadership structure due to the lower numbers in the group. They are looking at lowering the number of Chiefs to one for all the Engines. Colden 9-1 is working on the details of the idea. New suggested format submitted. Have the Company format it into their elections and then submit with the other names. **Plan Explanation:** April 2023 from Colden 9 – There are now three (3) Fire Company Captains, mainly because three people volunteered. Idea started as “too many Chiefs and not enough Indians” because of the recent loss of members. From the leadership position it was determined that Eng. 2 and Colden 5 did not need a Captain. (Eng. 2 does not respond that often anymore and Colden 5, Tanker, responds as needed) Eng. 1, Eng. 3 and Rescue 7 have Captains even though the Captains will work as a team. The ambulance will be under Assistant Fire Chief 3. Assistant Chief 1 will be responsible for Station 1 where as Assistant Fire Chief 2 will be responsible for Station 2. Nothing mentioned in the SOGs therefore it was determined to allow the Chief to use his own methods and the Commissioners will observe and advise.

**Discussion item # 7**– Thermal cameras need to be added to the e-checklist for engines and paper checklists. Colden 9-1 and Douglas Hyde looking into the changes added to paper inspection sheets.

**Discussion item # 8**– The Town fuel pumps are on a manual accounting system since last month. Individual need to refuel the District’s vehicles need to contact a Chief and the highway Supervisor to get fuel. The pumps are turned off at night. A message will be reissued to all the members.

**Discussion item # 9**– The new foam educator system did not work for the Fire District. It needed too much pressure for the Firefighters on the hose to safely operate. Fire Chief will return it for a smaller system if available.

**Discussion item # 10**– New updated checklist are available for each CFD vehicle. The only thing that the District would like to see is wording on the checklist, somewhere on the top or bottom, would be adding a date of updating and or replacing the previous checklist. Since checklists change as equipment changes, the date is important.

**Discussion item # 11**– Equipment repair update:

- Station 2 “I Am Responding” monitor is not working (Colden 9 working on it). Replaced battery back-up, will also monitor to see if it keeps turning off.
- Sta. 2 IAR Key Board is missing (New keyboard acquired)
- The new hooks on all engines need to be placed on the Inspection Checklists. New paper checklists developed and updated.
- Rescue 7: Mount for Road Sign is broken. Removed from 7.

- Engine 3 Rear Fire Extinguisher has no Inspection Tag (used and recharged regularly as needed)
- Eng. 3 Defib Pedi-Padz expired January 2023 (looking into need when adult pads can be used. Also never used the pedi-Padz yet). Items ordered Apr 2023 and received.
- Rescue 7 Inspection Sheets need to be updated. – updated paper sheets
- Eng. 1 NY Hook missing (Mar Insp). Found and put in proper place.
- Eng. 2 Horn not working (Mar Insp) Checked and found OK must place switch on proper position
- Eng. 3 Inspection Sheet – What is the Booster Tank??(Mar Insp) Everything as it should be. Booster tank is the 1000 gallon tank.
- Eng. 3 Only 4 masks for 5 packs (Mar Insp) Replaced
- Eng. 3 Two new hand lights not on inspection Sheets. (Mar Insp) They are replacement flashlights. New inspection sheets
- Eng. 3 Only 3 Flares on board (Feb Insp). Flares added

## **9. Executive Sessions:**

Commissioner Smith made a motion to adjourn to an Executive Session to a personnel issue and Commissioner Shelley seconded the motion. Smith-Yea, Marinaccio-Yea, Abraham-Excused, Shelley-Yea, Jarecki-Yea, Motion Approved

Recess to Closed Session @ 7:06 PM

Reconvene to Open Session @ 7:10 PM

## **10. Public Comments: None**

**11. Next Regular Board Meeting:** Tuesday June 13, 2023 at 7:00 PM in the District Office.

**12. Adjournment @ 8:35 P.M.** With no further business to conduct, Commissioner Shelley made a motion to adjourn the meeting and Commissioner Marinaccio seconded the motion. Smith-Yea, Marinaccio-Yea, Abraham-Excused, Shelley-Yea, Jarecki-Yea, Motion Approved

COLDEN FIRE DISTRICT

MEETING AGENDA

1. Approval of Minutes from Previous Meetings
2. Approval of Financial Transactions for the Month
  - Approval of Treasurer's Report (Monthly Financial Report)
  - Approval of Bills (Ratification of District Accounts Payable)
  - Approval of Refunds/Credits
  - Fire District Assets
3. Correspondence and communications received
4. Committee Reports
  - Personnel Committee, Insurance, Service Award Committee
  - Maintenance of Buildings and Apparatus, Driver Certification, Communications Committee
  - Executive Board Committee
  - Training Committee
  - Standard Operating Guideline (SOG) Committee
  - Medical readiness Committee
5. Fire Company Readiness
  - Fire Chief
  - EMS Chief
  - Safety Officer
  - President of the Auxiliary
  - Fire Police Captain
  - President of the Fire Company
6. Purchase Requests (Fire Company/District)
7. Unfinished Business (Open Issues):
8. New Business
9. Executive Session (Personnel Issues)
10. Public Comment
11. Next Meeting
12. Adjournment

## **PUBLIC MEETING RULES**

**Order of Agenda** - Items listed on the Agenda may be taken out of order.

**Accommodations** – Colden Fire District Office Building is accessible to individuals with disabilities. Reasonable efforts will be made to accommodate persons with special needs. Please contact the Fire Board one week in advance of the meeting.

**Manner of Addressing the Fire Board** - In order to conduct orderly, efficient, effective and dignified meetings that promote a governmental purpose with a governmental process, public comment may address any agenda item or other public issue that the Fire Board has the authority to effectuate or exercise control over. Public comment on matters beyond the Fire District's scope of authority is not relevant, does not invoke a governmental process nor serve a governmental purpose and is contrary to the effective, efficient and orderly business conducted by the Colden Fire District. Each person addressing the Fire Board shall stand up, shall give his/her name and shall limit the time of his/her presentation to three (3) minutes. All public comment remarks shall be addressed to the Fire Board as a body, and not to any member thereof. No person, other than members of the Fire Board and the person having the floor shall be permitted to enter into any discussion. No questions shall be asked of the Board Members, except through the presiding chairman. Speakers shall avoid undue repetition of points previously presented to the Fire Board.

**Disruptive Conduct** - Any person who willfully disrupts a meeting to the extent that its orderly conduct is made impractical may be removed from the meeting by order of the presiding chairman. A person willfully disrupts a meeting when he/she (1) uses physical violence, threatens the use of physical violence or provides the use of physical violence or (2) continues to use loud, boisterous, unruly or provocative behavior after being asked to stop, which behavior is determined by the presiding Chairman, or a majority of the Fire Board present, to be disruptive to the orderly conduct of the meeting or (3) fails to comply with any lawful decision or order of the presiding Chairman or of a majority of the Fire Board relating to the orderly conduct of the meeting.

**Use of Recording Equipment** - All members of the public and all public officials are allowed to tape or video record public meetings. Recording is not allowed during executive sessions. The recording (tape/video) is permissible as long as the device is unobtrusive and will not distract from the true deliberative process of the Board.



<b>Register of 2023 Resolutions</b>		
<b>Resolution Number</b>	<b>Date</b>	<b>Description of Resolution</b>
2023-001	Jan 5, 23	Appointment of Chairperson for Calendar Year 2023
2023-002	Jan 5, 23	Appointment of Vice-Chairperson for Calendar Year 2023
2023-003	Jan 5, 23	Adoption of Agenda
2023-004	Jan 5, 22	Adoption of Robert's Rules of Order
2023-005	Jan 5, 23	Appointment of Treasurer/Secretary
202-006	Jan 5, 23	Standard Day Filing to NYS
2023-007	Jan 5, 23	Appointment of Records Managers
2023-008	Jan 5, 23	Appointment of District Custodian
2023-009	Jan 5, 23	Authorizing Appointment of Attorney for Calendar Year 2023
2023-010	Jan 5, 23	Designating Surety Bonding for the Treasurer of the Colden Fire District
2023-011	Jan 5, 23	Authorizing Regular Meeting Schedule for Calendar Year 2023
2023-012	Jan 5, 23	Designation of Official Newspaper for Publications for Calendar Year 2023
2023-013	Jan 5, 23	Authorizing Per Diem and Mileage Reimbursements
2023-014	Jan 5, 23	Authorizing Advance Travel Payments
2023-015	Jan 5, 23	Appointment of Fire District Purchasing Agents
2023-016	Jan 5, 23	Fire District Memberships
2023-017	Jan 5, 23	Renewals of All Fire District Lease and Recurring Contractual Agreements
2023-018	Jan 5, 23	Authorizing Approval and Payment of Claims
2023-019	Jan 5, 23	Designation of Fire District Bank
2023-020	Jan 5, 23	Review of Expenditures (Calendar Year 2022)
2023-021	Jan 5, 23	Fire District Committee Appointments
2023-022	Jan 5, 23	Appointment of Independent Auditor for Calendar Year 2022 Records
2023-023	Jan 5, 23	Open Government Resolution
2023-024	Jan 5, 23	Signature Authority
2023-025	Jan 10, 23	Fire District Purchases
2023-026	Jan 10, 23	New Property Tax Exemption Law of NYS
2023-027	Jan 10, 23	Incident Commander to determine SCBA use on CO Calls
2023-028	Jan 10, 23	New Agreement with UBMD service for Medical Director
2023-029	Jan 10, 23	Colden LOSAP points
2023-030	Feb 14, 23	Fire District Purchases
2023-031	Feb 14, 23	Approval of Service Award Credit for Year 2022
2023-032	Feb 14, 23	Annual Inspection Dinner
2023-033	Feb 14, 23	2022 Achievement Awards
2023-034	Feb 14, 23	Enhancing Response for Town Residence Resolution
2023-035	Feb 14, 23	Acknowledgement and Acceptance of the 2022 year AUD
2023-036	Feb 14, 23	Resignation of Member K. Pawlowski
2023-037	Feb 14, 23	EMT Recertification/CME program Coordinator for CFD
2023-038	Feb 14, 23	Record Managers Program addition to paid activities list
2023-039	Feb 14, 23	CFC Officer change due to Resignation
2023-040	Feb 14, 23	E. C. and The T/Colden Tax Saving for Vol. Fire Fighters
2023-041	Mar 14, 23	Fire District Purchases
2023-042	Mar 14, 23	2023/2024 Colden Fire Company Announced Elected Officers
2023-043	Mar 14, 23	Authorize Early Payment for EMT Book

<b>Mar 14, 23</b>		<b>Register of 2023 Resolutions</b>
<b>Resolution Number</b>	<b>Date</b>	<b>Description of Resolution</b>
2023-044	Mar 14, 23	Updated/Revised Standard Day filing
2023-045	Mar 14, 23	Revoke the authorized \$862.84 Funds Resolution 2022-074
2023-046	Apr 11, 23	Resignation from CFC – Vincent Nye
2023-047	Apr 11, 23	Resignation from CFC – Clifford Letson
2023-048	Apr 11, 23	CFD Purchases Approved
2023-049	Apr 11, 23	Accept the Donation of Lucas Chest Compression System
2023-050	May 9, 23	New Member – Christine Sudyn
2023-051	May 9, 23	New Member _ Alyssa Cole
2023-052	May 9, 23	Resignation of Member – Charles Kramer
2023-053	May 9, 23	Accept the 2022 Annual Financial Audit
2023-054	May 9, 23	Matter of adopting Actuarial Assumptions for the CFD LOSAP